

February 16, 2016

City of Watertown
Justin Wood, P.E., City Engineer
Room 305, City Hall
245 Washington Street
Watertown, NY 13601

Re: **Site Plan Waiver Application**
505 Washington Street Parking Lot Exp. (A&C Project #2014-044.002)
505 Washington Street, Watertown, NY

Dear Mr. Wood:

Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC on behalf of Brian Murray of Washington Street Properties, LLC, is requesting to be included on the agenda for the March City of Watertown Planning Board meeting for a Site Plan Waiver for the property located at 505 Washington Street. The property is on Tax Parcel No. 11-05-214.000 and is currently zoned Limited Business. The property has two existing apartment buildings with one entrance drive and an asphalt parking area. The project will consist of the expansion of the existing asphalt parking area to include 2,428 sf of new asphalt parking area and new entrance drive off Keyes Ave. A Site Plan Waiver is being requested since the parking lot expansion does not exceed 2,500 sf.

Included with this submission are eleven (11) copies of this cover letter, a Site Plan Waiver Application and a review fee check for \$50.00. Also attached are three (3) full size and eight (8) 11"x17" copies of the Site Plan and Survey Map.

The existing 20 unit apartment building located along Washington Street is currently under renovations. The existing carriage house building has 8 apartments but is primarily utilized for storage. The existing 9,900 sf asphalt parking area was repaved in 2015. At that time it was inefficiently restriped to include only 15 parking spaces. The project will consist of expanding the existing asphalt parking area and construction of a new entrance drive. Additional parking spaces will be provided as a result of the expansion. Following expansion the entire asphalt parking area will be restriped to provide 33 parking spaces, including two handicapped parking spaces. No new site utilities are proposed. An existing 15' wide lawn area with trees and brush will remain between the proposed parking area and the easterly property line. The existing grade on the site is generally flat. The proposed asphalt parking area will be graded towards that lawn area as currently sloped.

The owner intends to schedule construction in the spring. If there are any questions, please feel free to contact our office at your earliest convenience.

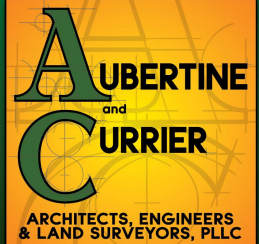
Sincerely,
Aubertine and Currier Architects, Engineers & Land Surveyors, PLLC



Timothy F. Titus
Civil Designer

Attachments

Cc: Brian Murray, Washington Street Properties, LLC



NYS WBE/DBE Certified
SBA Woman Owned
Small Business (WOSB)

aubertinecurrier.com

522 Bradley Street
Watertown, New York 13601

Phone: 315.782.2005

Fax: 315.782.1472

Managing Partner

Annette M. Mason, P.E.
Structural Engineer

Partners

Michael L. Aubertine, R.A.
Architect

Patrick J. Currier, R.A.
Architect

Brian A. Jones, AIA.,
LEED AP BD+C
Architect

Matthew R. Morgia, P.E.
Civil Engineer

Jayson J. Jones, P.L.S.
Land Surveyor



CITY OF WATERTOWN SITE PLAN WAIVER

1869

**** Provide responses for all sections. INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED. Failure to submit required information by the submittal deadline will result in **not** making the agenda for the upcoming Planning Board meeting.**

PROPERTY LOCATION

Proposed Project Name: 505 Washington Street Parking Lot Expansion
Tax Parcel Number: 11-05-214.000
Property Address: 505 Washington Street
Existing Zoning Classification: Limited Business

OWNER OF PROPERTY

Name: Washington Manor Apts, LLC
Address: 215 Washington Street, Suite 001
Watertown NY 13601
Telephone Number: 315-405-8161
Fax Number: 315-222-7400

APPLICANT

Name: Aubertine and Currier PLLC, attn Tim Titus
Address: 522 Bradley Street
Watertown NY 13601
Telephone Number: 315-782-2005
Fax Number: 315-782-1472
Email Address: tft@aubertinecurrier.com

ENGINEER / ARCHITECT / LAND SURVEYOR

Name: Aubertine and Currier PLLC
Address: 522 Bradley Street
Watertown NY 13601
Telephone Number: 315-782-2005
Fax Number: 315-782-1472
Email Address: mrm@aubertinecurrier.com

REQUIRED DRAWINGS:

** The following drawings with the listed information **ARE REQUIRED, NOT OPTIONAL**. If the required information is not included and/or addressed, the Site Plan Application will **not** be processed.

☒ ELECTRONIC COPY OF ENTIRE SUBMISSION (PDF preferred)

☒ SITE PLAN SKETCH

☒ Pertinent existing above ground features are shown and labeled including, but not limited to, buildings, parking spaces, driveways, sidewalks, streets, landscaping, etc.

☒ All proposed above ground features are shown and clearly labeled “proposed”.

☒ Land use, zoning, & tax parcel number are shown.

☒ The Plan is adequately dimensioned including radii.

☒ All vehicular & pedestrian traffic circulation is shown.

☒ Proposed parking & loading spaces including ADA accessible spaces are shown and labeled.

☒ Sidewalks within the City Right-of-Way meet Public-Right-of-Way (PROWAG) standards.

N/A ☐ Refuse Enclosure Area (Dumpster), if applicable, is shown. Section 161-19.1 of the Zoning Ordinance states, “No refuse vehicle or refuse container shall be parked or placed within 15 feet of a party line without the written consent of the adjoining owner, if the owner occupies any part of the adjoining property”.

☒ Snow storage area(s) are shown.

☒ The north arrow & graphic scale are shown.

☒ GENERAL INFORMATION

N/A ☐ Signage will not be approved as part of this submission. It requires a sign permit from the City Code Enforcement Bureau. See Section 310-52.2 of the Zoning Ordinance.

☒ Plans have been **collated** and properly folded.

☒ Signature Authorization form or letter signed by the owner is submitted allowing the applicant to apply on behalf of the owner if the applicant is not the property owner.

☒ Explanation for any item not checked in the Site Plan Waiver Checklist.
(Attach separate sheet with explanation and comments)

SIGNATURE

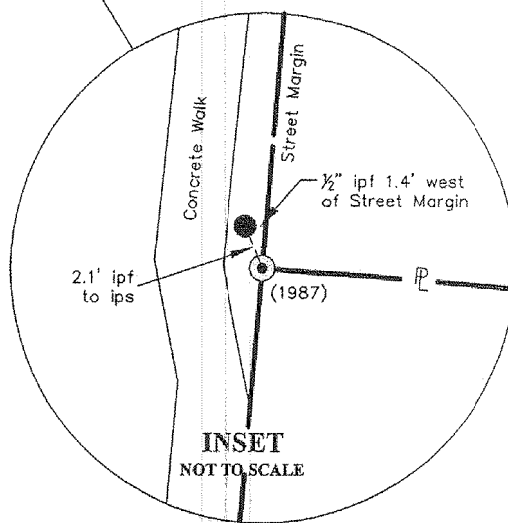
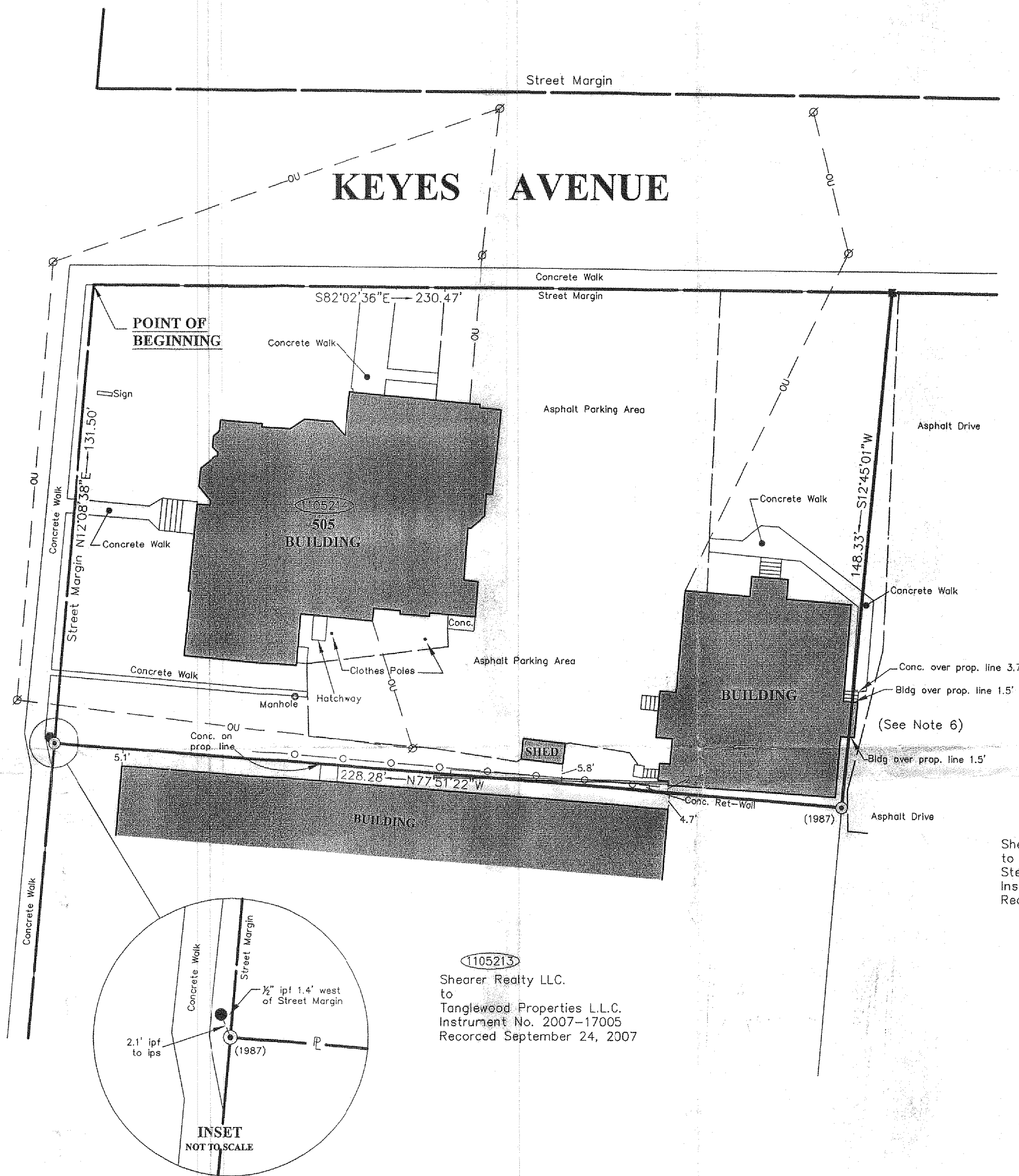
I certify that the information provided above is true to the best of my knowledge.

Applicant's name (please print) Tim Titus, AUBERTINE AND CURRIER PLLC

Applicant's Signature Tim Titus Date: 2/16/2016

WASHINGTON STREET

KEYES AVENUE



LEGEND:

- — IRON PIPE SET (1987)
- — IRON PIPE FOUND (As Noted)
- — UTILITY POLE
- — DRILL PLUG FOUND
- — — — — OVERHEAD UTILITY LINES
- — — — — CHAINLINK FENCE LINE
- (1105214) TAX PARCEL NUMBER

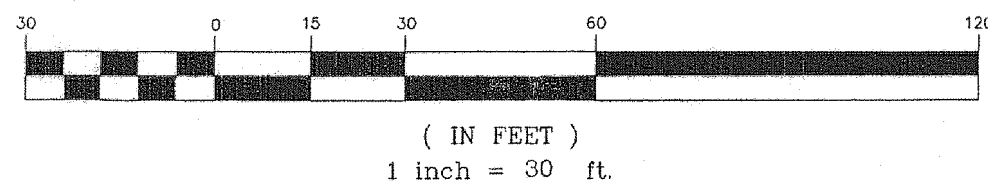
MAP REFERENCE:

"Survey Map of the Land of David W. Shearer 513-531 Washington Street, City of Watertown, County of Jefferson, State of New York," dated 5/4/99, prepared by GYMO, PC.

REVISIONS:

NO.	DATE	DESCRIPTION	BY
02	January 27, 2014	Update Map, & Certification	C.G.P.
01	December 13, 2007	Update Map, & Certification	C.G.P.

GRAPHIC SCALE



COPYRIGHT © 2014
GYMO
ARCHITECTURE, ENGINEERING
& LAND SURVEYING, P.C.

REPRODUCTION OR COPYING OF THIS DOCUMENT MAY BE A VIOLATION OF COPYRIGHT LAWS UNLESS PERMISSION OF THE COPYRIGHT HOLDER IS OBTAINED.

WARNING - IT IS A VIOLATION OF SECTION 7209, SUBDIVISION 2, OF THE NEW YORK STATE EDUCATION LAW FOR ANY PERSON, UNLESS ACTING UNDER THE DIRECTION OF A LICENSED ARCHITECT, PROFESSIONAL ENGINEER OR LAND SURVEYOR TO ALTER THIS DOCUMENT IN ANY WAY. IF ALTERED, SUCH LICENSEE SHALL AFFIX HIS OR HER SEAL AND THE NOTATION "ALTERED BY" FOLLOWED BY HIS OR HER SIGNATURE, DATE AND A SPECIFIC DESCRIPTION OF ALTERATION.

ONLY BOUNDARY SURVEY MAPS WITH THE SURVEYOR'S SEAL AND ORIGINAL SIGNATURE ARE GENUINE TRUE AND CORRECT COPIES OF THE SURVEYOR'S ORIGINAL WORK AND OPINION.



Revisions:

Survey: 6/03,12/07,1/23/14

SURVEY MAP of the LAND at 505 WASHINGTON STREET

CITY of WATERTOWN COUNTY of JEFFERSON STATE of NEW YORK

File No.: 2003-107s.03

Scale: 1" = 30'

Drawn By: C.G.P.

Checked By: CFA

Drwg. No.

01

GYMO PC ARCHITECTURE
ENGINEERING
LAND SURVEYING

220 Sterling Street
Watertown, NY 13601
Tel: (315) 788-3900
Fax: (315) 788-0558
www.gymopc.com

DEED REFERENCE:

Quit Claim
Jo Ann Sanchez
to
The Sanquist Properties,
Limited Partnership
Instrument No. 2005-21313
Recorded December 29, 2005
Area = 0.736 Acres±

TITLE POLICY:

Chicago Title Insurance Company
Commitment No. 214010
Effective Date January 14, 2014

CERTIFICATION:

To: Watertown Savings Bank;
Chicago Title Insurance Company;
Jefferson Abstract Corporation;
Menter, Rudin & Trivelpiece, P.C.;
Washington Manor Apartments LLC -

I hereby certify that to the best of my information, knowledge and belief this is a true and accurate map made from a true and accurate survey under my supervision.

Gregory F. Ashley, P.L.S. #50257, 6/27/2014

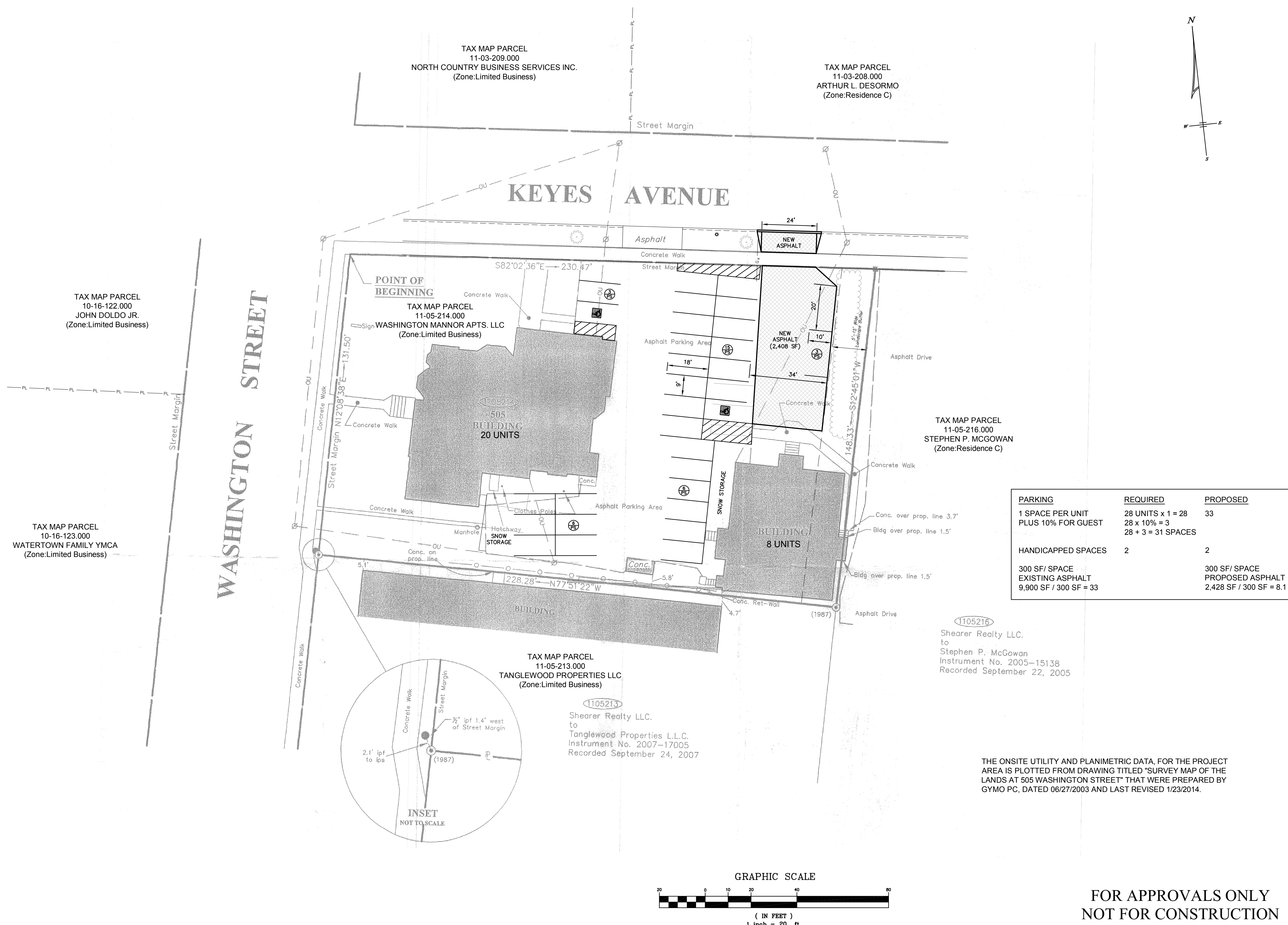
NOTES:

- All adjoiners are per the City of Watertown Assessment Office.
- Subject parcel is City of Watertown Assessment Parcel No. 11-05-214.
- This survey was updated in January 2014 with substantial snow cover and is subject to any facts that would be disclosed by an unobstructed survey.
- Underground facilities, structures and utilities have not been plotted. There may be underground facilities, structures and utilities, the existence of which is presently not known and therefore not shown on this map. This map was in no way created for or is to be used for construction purposes.
- Prior to any construction contact Underground Facilities Protective Organization, (UFPO) at 1-800-962-7962 for exact location of all underground utilities.
- This survey update was prepared without the benefit of an Updated Abstract of Title and is subject to any changes which may occur as a result of a complete title search.
- Building and concrete steps/walk over property line was first shown on a GYMO PC survey map of the premises dated 6/27/2003.

**WASHINGTON STREET PROPERTIES LLC
505 WASHINGTON STREET PARKING LOT EXP.
505 WASHINGTON STREET
CITY OF WATERTOWN
JEFFERSON COUNTY, STATE OF NEW YORK**

PROJECT NO:	2014-044.002
SCALE:	1"=20'
DRAWN BY:	TFT
CHECKED BY:	MRM
ISSUE DATES:	01/19/2016 02/16/2016

SITE PLAN



FOR APPROVALS ONLY
NOT FOR CONSTRUCTION